

**24 MAY 2004**

### *Logistics Readiness*

**COMPLIANCE WITH THIS INSTRUCTION IS MANDATORY**

OPR: HQ AETC/LGRSP (MSgt Terrence Williams)      Certified by: HQ AETC/LGR (Gary Grandstaff)  
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This publication does not apply to the Air National Guard or Air Force Reserve Command units. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records*, and are disposed of in accordance with AFMAN 37-139, *Air Force Records Disposition Schedule (RDS)* (projected to be the Air Force Records Disposition Schedule [RDS]).

This revision updates office symbols in conjunction with the Chief of Staff Logistics review. It adds the tool issue center to retail sales operations not authorized within the command (paragraph 23.8), and adds Randolph AFB to the bases within the command exempt from competitive sourcing for individual equipment element (paragraph 23.22). A ★ indicates revision from the previous edition.

★23.8. Base service store (BSS) and tool issue center operations are not authorized in AETC.

★23.22. AETC bases, except Columbus, Laughlin, Randolph, Sheppard, and Vance may choose to competitively source their individual equipment element (IEE).

23.40.1.1.3. (Added)(AETC) Each chief of supply (COS) supporting initial issue of individual equipment items for undergraduate pilot and navigator training will coordinate with HQ AETC/DO and LG annually to determine class size and frequency. Establish or change adjusted stock levels for each initial-issue national stock number (NSN) to meet projected needs, ensure availability. Establish with a four-class (120-day) backup. Use tariff tables, and past and projected student loads in the flying training document, and past size experience to determine size requirements. If there is no distinguishable requirement for an item, the COS may direct a minimum quantity to stock. (**NOTE:** Contracted operations require approval of the functional commander or director before establishing any minimum quantities.) The IEE will work with stock control quarterly to establish a problem item list for monitoring status and asset availability of critical items. If status estimated delivery date will result in

the depletion of backup quantities to remain unacceptable, immediately submit a supply assist request to the source of supply with an info copy to HQ AETC/LGRSE.

JOE F. HARRISON, Colonel, USAF  
Deputy Director of Logistics